

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief of Logistics

DATE: 31 December 1953

FROM : Chief, Real Estate & Construction Division

SUBJECT: Weekly Activity Report

1. General:

- a. Preparation of Agency Regulations: (Continued item)
No change - 17 Dec. 1953.

50X1

b. [REDACTED]

50X1

- c. Rental Rates for [REDACTED] - (Continued item) No change -
5 Nov.

2. Projects and studies in process:

a. Construction and Utilities:-

50X1

- (1) Project [REDACTED] Commo:- (Continued item) Inspection
scheduled for 5 January 1954.

(a) Sewer Systems Revisions:- Final acceptance
pending.

(b) Diesel generator installation at [REDACTED]
Complete except for final check.

50X1

- (2) FBIS, West Coast Bureau, Santa Rosa, Calif:-
(Continued item)

(a) Building construction contract: Deputy Division
Chief to visit site with the intention of ad-
vancing completion schedule dates. Portion of
building to be made available to Gov. representa-
tive for installation of Gov. furnished equipment
prior to completion of all construction.

(b) Antenna and power line contract: No change -
17 Dec.

(c) Construction of perimeter fence: Progress con-
tinues - 60% complete.

50X1

- (3) Project [REDACTED] Training:- (Continued item) No
change - 19 Nov.

50X1

- (4) Project [REDACTED] Training:- (Continued item)

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(a) Final payment for AE Contract:- Letter dated 28 Dec. received taking exception to "numerous items" and requesting discussions on audit report.

(b) Appraisal of houses in order to establish fair rentals:- No change 22 Oct.

(c) Administrative Plan for Purchasing Houses:- Continued item - No change 23 Dec.

50X1

(5) Project [] WE Supply Base:- (Continued item) No change - 19 November.

50X1

(6) [] (Continued item)

(a) Water Supply Systems, [] Water tank erection completed, pending acceptance.

50X1

50X1

(b) Alterations to electrical systems at [] - No change - 23 Dec.

50X1

(c) Building for Record Center at [] General Services:- No change - 23 Dec.

50X1

(d) Commo Laboratory:- No change - 23 Dec. Office of Commo representative to accompany Div. representative to site on 4 Jan. to discuss additional requirements.

50X1

(7) [] (Continued item):-

(a)

50X1

(b)

(c) Commo Station:- Preliminary plans and estimate scheduled for return to this office approximately 1 Jan.

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- (8) Expansion of Support Base, [redacted] 50X1
FE Div.: (Continued item) Comments being prepared
on Division representative's report. This report
was received by us on 24 Dec.

50X1

- (9) [redacted] additional items of work costing
approximately \$145,080.56: (Continued item)

Signed contract received from Contractor and forwarded
to General Counsel for approval. Work scheduled to
start 4 Jan.

- (10) FBIS Dependent Houses, Okinawa:- (Continued item)
No change - 23 Dec.

50X1

- (11) Extension to power plants and transmitter space and
provision of water supply system, Commo, [redacted] 50X1
[redacted]. (Continued item) No change - 23 Dec.

50X1

- (12) [redacted] Commo:- (Continued item) No
Change - 3 Dec.

50X1

- (13) Installation of cable and insulation of prefabricated
building, [redacted] Commo:- Executed contract forwarded
to contractor. Commencement of work is pending receipt
of Gov. furnished cable.

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- (14) Project [redacted] WH Div. (Continued item):- No change
17 Dec.

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b. Real Estate:-

- (1) Office space for [] :- 50X1
(Continued item)

Field making further survey for suitable space.

- (2) Maintenance of Microwave Towers:- (Continued)

- (a) [] :- (Continued item - 12 November)
No change.

50X1

- (b) [] (Continued item - 5 November) No change.

- (c) [] (Continued item - 5 November) No change.

50X1

- (3) Purchase of House [] (Continued item)

Pending field transmission of details [] 50X1

50X1

- (4) Maritime Facilities for SR Division at []
(Continued item - 5 November) No change.

50X1

- (5) Power lines, [] (Continued item -
10 December) No change.

50X1

- (6) Transfer of House [] (FE):- (Continued item)

50X1

[]

50X1

- (7) Purchase of [] (FE):- (New Item)

50X1

[]

Action completed.

- (8) Reports on Field Trips:- (New Item)

Reports completed on recent visits to Europe and NEA
by Chief, Acquisition Branch.

3. Other Items of Interest:-- None.

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4. Special Problems:-- (a) Continued item - 12 November. No change.
- (b) Career Service Board and Committee actions including review of several files requesting Logistics Office designation for maintenance and operating personnel:- (Continued item)
It has been indicated by memorandum that this responsibility should be in the office of Logistics. However, at present the operating divisions have this responsibility and carry such positions on their T/O's. The difficulty arises when such personnel return to Hdq. or the continental U. S. for rotation. This Division's recently prepared regulations do not include responsibility for maintenance and operating personnel assignment. Inspection and guidance on utilities maintenance and operations is included in these regulations however.

5. <u>Major Objectives</u> :--	<u>Starting Date</u>	<u>Target Date</u>
a. Establish accountability system for Agency Real Property.	<input type="text"/> have been distributed. 1 August 1953.	Small number of reports received.
b. Prepare RE&C portion of CIA Regulation, Part 45.	Complete.	Pending publication and distribution.
c. Supervise Planning of Construction of:--		
(1) <input type="text"/>	Building construction completion held up pending completion of utilities, landscaping and road work.	Beneficial occupancy permitted 1 Oct. 1953 Final Bldg. inspection scheduled 5 January 1954.
(2) FBIS, Santa Rosa	66% complete.	1 February 1954.
(3) <input type="text"/>	Construction scheduled 1 September 1954.	
(4) <input type="text"/>		
(a) Headquarters Supply and Personnel Facilities	Current	January 1955.
(b) Commo	A&E Contract work completion scheduled for April 1954.	August 1954

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50X1

(5)

Current - February-November 1954

50X1

(6)

Contract awarded

April 1954

Additional estimate
\$145,000.

50X1

(7)

99% complete.

Pending final
inspection and
acceptance.

- d. Established Field Inspection Program for Agency Real Property. 50% complete.

30 June 1954.

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